

# 2009 CDBG Construction Management Workshop

**Tuesday, June 16, 2009**  
1 - 5 p.m.

**Wednesday, June 17, 2009**  
8:30 a.m. - 5 p.m.

**Thursday, June 18, 2009**  
8:30 a.m. - Noon

The 2009 CDBG Construction Management Workshop is a required training for all CDBG grantees whose projects include construction activities subject to federal labor standards. Project construction types typically include water, sewer, street, downtown revitalization, and/or building activities. The purpose of this training is to review the requirements of federal labor standards compliance, discuss general construction terminology and activities, and to study effective project management practices. Attendance is required of persons responsible for labor standards compliance and grant administrators/project managers. Attendance by consultants, engineers and architects is strongly encouraged.



## Registration Process

The registration fee for this workshop is \$50. The fee is a grant eligible expense.

Please register online at [www.dhcd.virginia.gov](http://www.dhcd.virginia.gov). If you are unable to register online, please contact Theresa Flanagan at (804) 371-7054.

Workshop registration will close May 26.

All reasonable expenses (travel, rooms and meals within state guidelines) may be paid for with funds available from your current CDBG budget.

Attendance will be documented and certificates awarded upon successful completion of the workshop.

If you have a current grant management manual, please bring it with you for reference and guidance at the workshop.

## This workshop will include topics such as:

- Grant Roles and Responsibilities;
- Contracts, Compliance, and Closeouts;
- Easement Acquisition;
- Pre-Construction Conference;
- Federal Labor Standards; and
- Design and Construction Management.

## Additional Information

A networking reception will be held on Tuesday, June 16, at 5:30 p.m. A buffet breakfast and lunch will be served on Wednesday and a buffet breakfast on Thursday, as well as refreshment breaks. All other meals are on your own.

Suggested attire is business casual. Please remember that the temperature in meeting rooms can sometimes be difficult to regulate.

[www.dhcd.virginia.gov](http://www.dhcd.virginia.gov) (804) 371-7054

## Questions?

Please call (804) 371-7054

## Location and Accommodations

### Stonewall Jackson Hotel & Conference Center

24 S. Market St.  
Staunton, Virginia 24401  
Phone: (540) 885-4848  
Toll free: (866) 880-0024

A block of rooms has been reserved at the Stonewall Jackson Hotel and Conference Center for the nights of June 16 and 17, to be provided at \$70 + tax per night, in compliance with State travel regulations. The rooms will be held until May 26, or until our block is fully reserved, whichever is earlier. Please call the hotel at: (540) 885-4848, and identify yourself as part of the DHCD conference.

Parking is available for \$4 per day.

For information on local dining, shopping, and entertainment in the City of Staunton, please visit [www.visitstaunton.com](http://www.visitstaunton.com)



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